

2-1-05
 Attn: SALEEM JAFAR
 From: DR. DARREN REAGAN
 (214) 207-0850

Terrell & Associates,
 Inc.

Memo

PECAN GROVE DEVELOPMENT

To: Contractors / 5465
 From: Gail Terrell
 CC: Black State employees Association of Texas Community Development Corporation (BSEAT CDC)
 Date: 1/17/2005
 Re: Opportunities for African American and Minority Subcontractors

Pecan Grove has a goal of 30% African American and minority participation throughout the construction phase.

Each potential bidder is requested to identify any subcontractors that are African American or minority that will be included in your bid package.

Each potential bidder is requested to identify each employment opportunity by trade with a sample of your employment application attached.

The successful bidder and subcontractors will be asked to participate in a job fair for neighborhood and local residents to apply for the identified employment openings.

Each bidder is expected to provide all pertinent data including the following to enable a clear understanding of the builder's strengths and weaknesses. Including:

- a. AIA: Contractor's Qualifications Statement
- b. African American and Minority Participation as described above
- c. Brochure
- d. Relevant Projects
- e. Sample Project Package
- f. Management Structure & Resumes
- g. Project Manager & Superintendent Names
- h. Financial Information
- i. Major Subcontractor Recommendations
- j. Fee Structure.
- k. Project Budget (OVERALL TOTAL)

(On Site / Off Site
 Employment Opport.)